

Menu Planning Guide for School Meals for Grades K-12

School Year 2021-22 (July 1, 2021, through June 30, 2022)

The Connecticut State Department of Education's (CSDE) *Menu Planning Guide for School Meals for Grades K-12* (MPG) contains information and guidance on planning menus to meet the U.S. Department of Agriculture's (USDA) meal patterns for grades K-12 in the National School Lunch Program (NSLP) and School Breakfast Program (SBP), based on the USDA's regulations and policies and Connecticut statutes and regulations. The contents of the MPG are subject to change. The CSDE updates this guide when the USDA issues additional policy and guidance.

Overview of Contents	
<p>About this Guide</p> <p>CSDE Contact Information</p> <p>Abbreviations and Acronyms</p> <p>Section 1 – Meal Patterns</p> <ul style="list-style-type: none"> • Lunch • Breakfast • Multiple age groups • Additional foods • Menu planning resources <p>Section 2 – Menu Records</p> <ul style="list-style-type: none"> • Production records • Standardized recipes • Child Nutrition (CN) labels • Product formulation statements • Buy American requirement • Determining food yields and crediting • Nutrition information <p>Section 3 – Meal Components</p> <ul style="list-style-type: none"> • Milk • Meat/meat alternates • Vegetables • Fruits • Grains <p>Section 4 – Weekly Requirements</p> <ul style="list-style-type: none"> • Minimum grains and meat/meat alternates at lunch • Minimum grains at lunch and breakfast • Juice limits at lunch and breakfast • Limit for grain-based desserts at lunch • Examples of menu planning to meet the weekly requirements 	<p>Section 5 – Meal Service</p> <ul style="list-style-type: none"> • Lunch periods • Breakfast periods • Meal schedules • Prohibition of gender separation • Water availability • Meal identification signage • Multiple serving lines • Pre-plated meals and vending machines • Field trip lunches • Family-style meal service <p>Section 6 – Dietary Specifications</p> <ul style="list-style-type: none"> • Compliance strategies • Calories • Saturated fats • Trans fats • Sodium • Using food labels <p>Section 7 – Resources</p> <ul style="list-style-type: none"> • Comparison Charts • Crediting Requirements and Documentation • CSDE forms and handouts • CSDE guides and resource lists • Meal pattern components • Meal patterns and menu planning • Regulations and policy • Websites <p>Glossary</p>

Menu Planning Guide for School Meals for Grades K-12



For more information on menu planning and crediting foods, visit the CSDE's [Meal Patterns for Grades K-12 in School Nutrition Programs](#) and [Crediting Foods in School Nutrition Programs](#) webpages, or contact the [school nutrition programs](#) staff in the CSDE Bureau of Health/Nutrition, Family Services and Adult Education, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This document is available at https://portal.ct.gov/-/media/SDE/Nutrition/MPG/MPG_Overview.pdf

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: [How to File a Complaint](#), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

The Connecticut State Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Connecticut Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of age, ancestry, color, criminal record (in state employment and licensing), gender identity or expression, genetic information, intellectual disability, learning disability, marital status, mental disability (past or present), national origin, physical disability (including blindness), race, religious creed, retaliation for previously opposed discrimination or coercion, sex (pregnancy or sexual harassment), sexual orientation, veteran status or workplace hazards to reproductive systems, unless there is a bona fide occupational qualification excluding persons in any of the aforementioned protected classes.

Inquiries regarding the Connecticut State Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/Americans with Disabilities Coordinator (ADA), Connecticut State Department of Education, 450 Columbus Boulevard, Suite 505, Hartford, CT 06103, 860-807-2071, levy.gillespie@ct.gov.